



An Information Guide about the

U.S. Embassy Information Resource Center

PUBLIC AFFAIRS SECTION

U.S. EMBASSY SEOUL

<http://seoul.usembassy.gov>



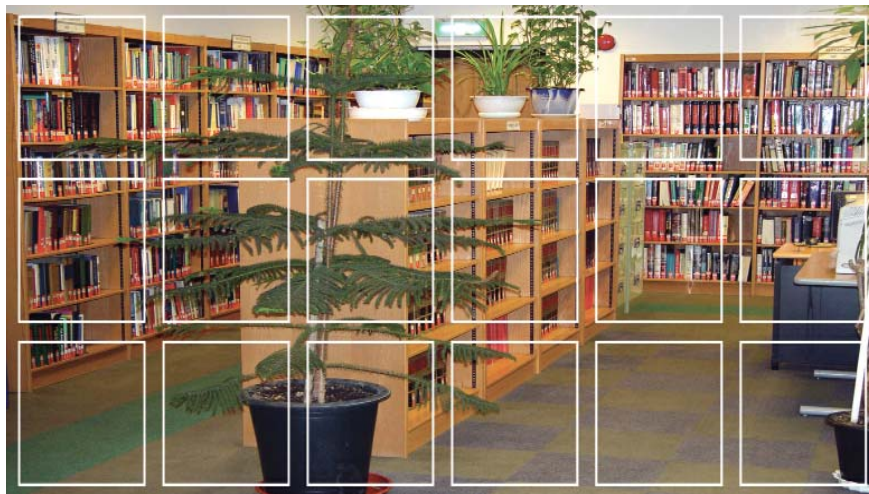


WHAT IS THE INFORMATION RESOURCE CENTER (IRC)?

◆ *The IRC is the first place to go when you have questions about the United States.*

The Information Resource Center (IRC) is the U.S. Embassy's reference and research service and they deliver information about U.S. policy and society to the Korean people. Our goal is to provide specialized, accurate, and authoritative information about the United States to Korean institutions and professionals, and to help in bringing the message of the American to the Korean people quickly and directly. Materials in the IRC cover almost all subjects about the United States; its policies, society, and culture.

The IRC is staffed by professional documentation and reference specialists who are equipped with the most up-to-date



modern information retrieval technologies to serve your information needs.

This information guide has been prepared to help you make the best use of the IRC and find answers to the most commonly asked questions regarding the IRC and its work. Please contact us by phone, fax, or e-mail for answers to your questions about the United States.



GENERAL INFORMATION

◆ **OPENING HOURS:** Monday - Friday, 1:00 p.m. - 5:00 p.m., except official American and Korean holidays. You are welcome to visit the IRC during opening hours, but please check the official holidays from the Embassy Web site before coming.

◆ **NO LENDING SERVICE:** all materials are for in-house use only, though photocopy and print service is available.

◆ **MEMBERSHIP:** There is no formal membership system for the general public. Anyone who is interested in receiving IRC products electronically; please consult with IRC staff to fill out the "Subscription Form."

◆ **IRC ORIENTATION & BRIEFING:** IRC orientation or briefing for groups can be arranged by special request. Requests should be made in advance to the IRC. Request for speaking engagements by U.S.

Embassy diplomats should be made in writing directly to the IRC Director.
Fax: 02-795-3606; Tel: 02-397-4662.
E-mail: ircseoul@state.gov

◆ **INTERNET ACCESS:** Computers with fast access to the Internet are provided at the IRC for the walk-in users. You can search databases (online and CD-ROM) for your own research.

◆ **CONTACT US:** Please contact the IRC staff at the following address:
Information Resource Center (IRC)
U.S. Embassy, Public Affairs Section
10 Namyoung-dong, Yongsan-gu, Seoul
140-160

Tel: (02) 397-4789, 4713, 4732, 4647,
4662, 4605
Fax: (02) 795-3606
E-mail: ircseoul@state.gov

IRC PRODUCTS AND SERVICES

E-infoUSA

- ◆ *Offers you the official full text from the U.S. Government and various think tank sources.*

E-infoUSA is an e-mail service providing mostly breaking or newly released U.S. government reports, speeches, press conferences, major congressional hearing transcripts, and full or executive summaries of major think tank reports to subscribers. There is a link directing you to this product on the Embassy Web site. E-infoUSA is currently available in five subject areas:

- International Relations, Security and Human Rights
- Economics and Trade
- U.S. Society, Politics and Government
- Environment and Global Issues
- Arts and Literature

and documents are sent out as soon as they become available. There is a link directing you to this product on the Embassy Web Site.

ARTICLE ALERT SERVICE

- ◆ *Offers you the full text of current articles in key areas of interest.*

This service highlights significant issues in four major areas: International Relations, Economics and Trade, U.S. Social and Political Processes, and Arts and Humanities. It draws mainly from U.S. publications and is designed to provide you with current information about issues, debates, and commentaries involving the United States. Subscribers can access full texts from their computers. There is a link directing you to this product on the Embassy Web site.

INQUIRIES --REFERENCE & RESEARCH SERVICE

- ◆ *You can ask us almost any question about the United States.
You ask, we answer!*

The IRC handles all queries from the public about the United States and its policy. The IRC staff can provide quick and detailed reference and research information about the United States by telephone, fax, letter, e-mail or in person.

U.S. EMBASSY WEB SITE

<http://seoul.usembassy.gov>

- ◆ *Is an authoritative and comprehensive resource gateway for Koreans seeking information about the United States and U.S.-Korea relations.*

The Embassy Web site contains useful information about the U.S. Mission in Korea, including public affairs operations, consular matters, commercial services, and

agricultural trade. The IRC provides information on current issues, reference materials on U.S.-Korea relations, and general information on the United States.

PUBLICATIONS

Print publications on various topics originally developed and produced by the Bureau of International Information Programs (IIP) of the U.S. Department of State are available at the IRC. You can get a free copy and a listing of publications and electronic versions of the copies are found at URL:

<http://usinfo.state.gov/products/pubs/> .
Some of the publications are ideal as textbooks for college students or supporting



materials for researchers. Some of the publications are available in the Korean language.

TOPIC INFORMATION PACKAGE

Selected topics of Information Packages, containing fact sheets, significant USG documents, and websites, are available at the IRC. You can request copies of these materials from IRC staff.

MISSION SPEAKER PROGRAM

A presentation and discussion program with American diplomats for groups (students or organizations) can be arranged by special request. Requests should be made in advance to the IRC.

IRC RESOURCES

BOOKS: 4,200 reference books are available.

PERIODICALS: 120 U.S. magazines in hard copy, and over 2,000 full-text titles (e-format) are available.

NEWSPAPERS: 5 newspapers are available in hard copy and over 6,000 full-text news sources (e-format) are available.

- The New York Times
- The Washington Post
- The International Herald Tribune
- The Washington Times
- The Asian Wall Street Journal

DVDs: About 150 titles are available in the IRC. Titles include movies selected from 100 greatest American films and Public Broadcasting Service (PBS) educational videos. List of titles is available on IRC web site.

CD-ROMs: About 1,000 titles on a wide variety of topics about the United States are available. List of titles is available on IRC web site.



OTHERS: English teaching materials, Study USA, Travel USA, and USA maps are available.

ONLINE DATABASES

The IRC subscribes to the following online databases to provide the most efficient and thorough reference searches. Just contact the IRC staff to get answers to your questions!

BOOKS IN PRINT: Bibliographic, ordering and publisher information for books

currently in print and books soon to be published. Book reviews are also available for many titles.

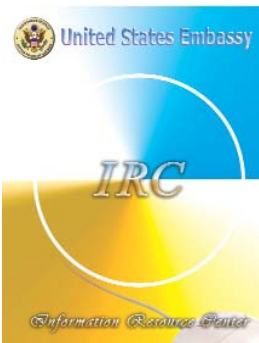
COLUMBIA INTERNATIONAL AFFAIRS

ONLINE: Full text service for working papers from over 70 different sources in international affairs.

EBSCOhost: An Internet-based database of 2,800 titles with indexing and abstracting and 1,800 full-text titles.

ENCYCLOPEDIA BRITANNICA: Provides access to the complete Encyclopedia Britannica with related Internet sites, Britannica's Internet Guide, and Merriam-Webster's Collegiate Dictionary.

FACTIVA: Access to over 6,000 full-text periodicals as well as major news sources



such as Reuters wires, the Wall Street Journal and the New York Times. In many regions, Factiva provides strong host country news.

FEDERAL NEWS SERVICE (FNS): FNS provides transcripts on testimony, briefings, press conferences and congressional hearings with questions and answers. FNS also produces a daybook which details significant events in Washington as well as cabinet officer schedules.

GALENET: InfoTrac provides full-text articles and abstracts on wide-ranging topics including business, current events, economics, education, environmental issues, health care, law, literature and art, politics, science, social science, sports and technology. **Biography Resource Center** offers biographies from Gale Group sources in combination with full-text articles from hundreds of periodicals.

Gale's Ready Reference Shelf incorporates 15 of the Gale Group's

general reference databases, including Encyclopedia of Associations. Users can access more than 320,000 directory entries for associations, research centers, publishers, print publications, databases, and television and radio stations.

LEXIS-NEXIS: A full-text database of current and historic federal legislation, bill tracking, bill texts, state legislation, case law, law reviews and over 6,000 full-text news sources and periodicals including the New York Times, Washington Post and AP wires.

LEADERSHIP DIRECTORIES: Provides online access to directories of the Congress, federal, state and municipal government, law firms, NGOs, judicial, media and associations.

PROQUEST DIRECT: ProQuest Direct is a database of over 4,000 indexed titles and over 2,000 full-text journals with images.

PDQ (Public Diplomacy Query): Full-text service for international relations and foreign affairs maintained by the U.S. State Department's Office of International Information Programs.

STAT-USA (Dept. of Commerce): Current and historic economic and trade related statistics. Produced by the Commerce Department, StatUSA is an authoritative, current source of information that includes the National Trade Data Bank, Globus (Global Business Opportunities) Country Commercial Guides, current economic releases and much more.

TIARA U.S. TREATIES RESEARCHER:

Oceana Publication's TIARA database is a database of over 10,000 U.S. treaties and international agreements from 1783 to the present.

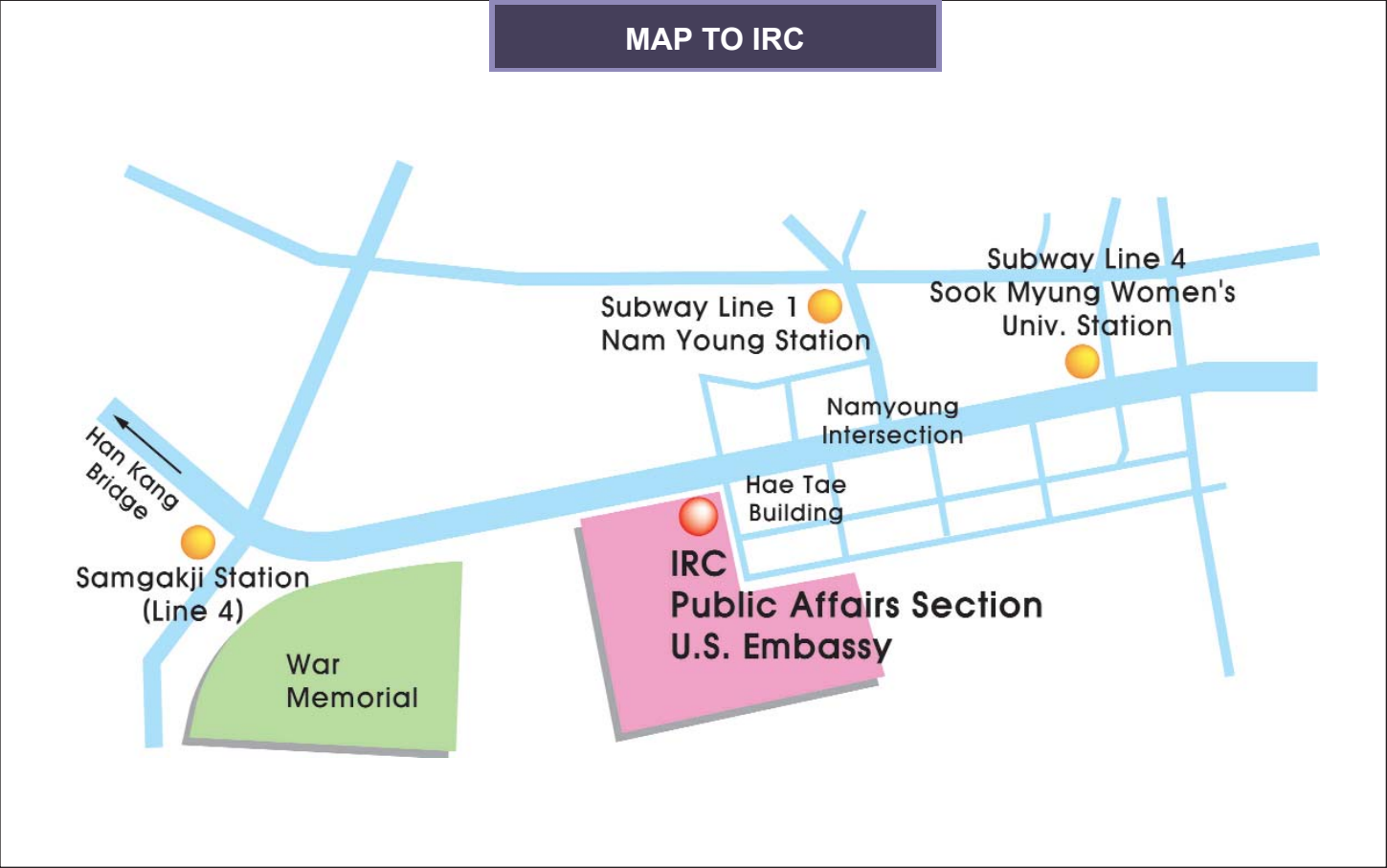
CD-ROMs

The following CD-ROMs are available in the IRC. Please see the IRC homepage for detailed information about each CD-ROM title:

- Art Index
- Books in Print with Book Reviews
- Marquis' Complete Who's Who
- Current Biography
- MLA International Bibliography on CD-ROM
- U.S. Code Annotated
- College Explorer

You Ask! We Answer!

MAP TO IRC





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***(The Public Affairs Section of the U.S. Embassy appreciates your interest
in the Information Resource Center and hopes that this
information guide will be of assistance to you.)***